

BOARD OF CORRECTION

"Protecting Idaho through Safety, Accountability, Partnerships And Opportunities for Offender Change"

Robin Sandy Chair Jay Nielsen Vice-Chair JR Van Tassel Secretary

Board of Correction Meeting Minutes

November 30, 2010 – 8:30 a.m. – 4:00 p.m. MT Idaho Department of Correction 1299 N. Orchard St., Suite 110, Boise, ID 83706

Members Present:

Robin Sandy, Chair J.R. Van Tassel, Secretary Jay Nielsen, Vice-Chair

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent Reinke, Director Debi Jessen, Administrative Assistant

Pam Sonnen, Division Chief, Prisons

Paul Panther, Lead Deputy Attorney General
Teresa Jones, Administrative Support Manager

Tony Meatte, Division Chief, Management Services
Terri Tomisser, Director, Human Resource Services
Kevin Kempf, Division Chief, Community Corrections

Shane Evans, Division Chief, Education and Treatment

See attached attendance sheet

- Call to order
 - ❖ The meeting was called to order at 8:30 a.m.
- II. Board of Correction/Idaho Correctional Association (ICA) awards.
 - Director Reinke introduced the President of the ICA, La Wanda Thomason, who introduced the other members of the ICA Board in attendance.
 - The ICA Board presented the following awards:
 - Region 1 Extra Mile award was presented to the North Idaho Correctional Institution (NICI)
 Kitchen/Maintenance staff
 - ♦ Region 1 Cutting Edge award to the NICI Sex Offender Program Staff.
 - Region 2 Extra Mile award was presented to Carmen Brooks from South Boise Women's Correctional Center (SBWCC),
 - ♦ Region 2 Cutting Edge award was presented to Rachael Masaitis also from SBWCC.
 - ◆ Region 3 the Extra Mile award was presented to Tobin Bird from District 7
 - Region 3 Cutting Edge award was presented to the District 7 Probation and Parole staff.
 - This year's Feldner award was presented to MaryAnn Desport from NICI.
- III. Welcome and introductions
 - Chair Sandy welcomed everyone and introductions were made for the benefit of visitors.
- IV. Media update
 - Jeff Ray, Public Information Officer provided a briefing of the Associated Press (AP) story released today.

V. Board of Correction meeting minutes approval

Vice-Chair Nielsen motioned to approve the minutes from the September 23, 2010, Board meeting. Seconded by Secretary Van Tassel. Motion carried unanimously.

- VI. Leadership team updates
 - Division of Prisons, Chief Pam Sonnen
 - ♦ Sonnen provided an update on the most recent management analysis data. Areas highlighted included:
 - Urinalysis statistics,
 - Disciplinary offense reports,
 - Offender grievances,
 - · Gang populations and housing locations,
 - Prison Rape Elimination Act statistics,
 - · Offender assaults on staff and other offenders, and
 - Use of force.
 - Division of Community Corrections (CCD), Chief Kevin Kempf
 - ◆ Cost of supervision (COS)
 - Kempf stated that there are some concerns regarding COS collections. Currently 26 general fund positions are paid through COS collections. Populations have stayed flat or decreased during the current fiscal year and those positions are in jeopardy. Due to the economy, collections are reduced and the number of offenders being discharged from parole has increased. Parole officers will be looking at offenders that were granted reductions to their COS fees to see if they are able to pay the full amount.
 - ◆ CCD Response Team
 - CCD has recently developed a team to assist with emergencies in the facilities and work centers.
 - ASP baton
 - Training for all CCD staff for the collapsible baton has been completed.
 - ♦ Nampa Community Work Center (CWC)
 - Offender Devany walked away from the CWC on November 27, 2010. Christina Iverson, CCD Investigator, is tracking his whereabouts.
 - Division of Management Services, Chief Tony Meatte
 - ◆ Meatte stated that leadership is monitoring the personnel budget closely and is working to reduce the amount of furlough required.
 - ♦ IT is working on the new Department website with an implementation date of April 2011.
 - Meatte stated that printers are being identified that will work with the food service bar-code system. Implementation is scheduled for January 2011 at Idaho State Correctional Institution.
 - Division of Education and Treatment, Chief Shane Evans
 - ♦ Evans stated that the sex offender treatment for males will be expanded to South Idaho Correctional Institution and then to the Idaho Correctional Institution-Orofino the week of December 6, 2010.
 - ♦ Evans stated that development of the Correctional Alternative Placement Program (CAPP) for females at Pocatello Women's Correctional Center is in the final stages. The program will start in the next 30 to 45 days.
 - ♦ The Robert Janss schools received accreditation for the next six years.
- VII. Idaho Correctional Center (ICC) update, Warden Tim Wengler
 - Wengler stated that he has met with security and administrative staff regarding the article and video that will be released by the Associated Press.

- Wengler stated that administration is conducting informal town hall meetings to let offenders know what is going on.
- ❖ Wengler shared that the first group of offenders participating in Mexico's national institute for Adult Education program will be graduating on December 1, 2010.

VIII. Correctional Medical Services (CMS) update, Regional Director Jan Epp

- Epp shared that CMS management staff at the Idaho State Correctional Institution has been replaced and CMS is currently searching for a new Health Services Administrator nationwide.
- CMS administration is meeting with staff to determine what is working. Staff will begin the initial intake in unit 7 and finish in RDU.
- ❖ Epp stated that CMS will begin providing medical services for offenders in administrative segregation within the next 2 weeks. They have a dialysis clinic setup at Idaho Maximum Security Institution which should begin on December 7, 2010.
- CMS currently has a contract with Blue Cross to access their providers that will terminate on January 1, 2011, they have not been able to come to an agreement to renew this contract. CMS has a contract with St. Alphonsus and will be contracting directly with physicians to provide care.

IX. CAPP update, Warden Brian Finn

- ❖ The Board previewed a video compiled by Management and Training Corporation outlining the trio of program options available throughout the Department as well as at CAPP.
- Finn stated that 212 offenders have entered into the program with 208 offenders completing the program; 4 were removed from the program.
- Finn stated that there have been no offender assaults on staff, one offender on offender assault and no positive urinalyses.

X. Executive session

Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b), at 12:15 p.m. Roll call was taken. Motion carried unanimously.

- A. *I.C.* 67-2345(f) To communicate with legal counsel for the Idaho Department of Correction to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- B. *I.C.* 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

XI. Regular session

Secretary Van Tassel motioned to move out of executive session. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Resumed regular session at 1:20 p.m.

XII. Leadership update, continued

- ❖ Human Resource Services (HRS), Director Terri Tomisser
 - ♦ HRS is currently recruiting for the January Correctional Officer (CO) academy. The agency is filling vacancies as they occur, instead of delaying hirings.
 - ♦ Turnover for CO's is approximately 11%. If trends continue, the Department is looking at 26% by the end of the year for CO's and 4% for other classifications.
 - Security measures for Central Office are being implementing.
 - ◆ Training
 - The next CO academy starts January 3, 2011, and will graduate February 4, 2011.
 - The next Parole Officer academy starts February 14, 2011, and will graduate March 18, 2011.

- A new supervisor training course will be held the end of January 2011.
- ◆ The Certified Public Manager course graduation will be December 16, 2010. The Department has 9 employees graduating.
- ❖ Director's Office, Teresa Jones, Administrative Support Manager
 - ♦ Jones presented a copy of the judges CAPP brief sheet.
 - ◆ The JFAC presentation will highlight what the Department has done in the last three years to deal with budget issues.
 - ♦ The annual report is being prepared.
 - ◆ The Department now has a Facebook page that will allow the public to read information but not post comments.
 - ◆ Jones announced that the new administrative assistant in the Director's office is Margie Casto and Kara Nielson is the new investigator in the Office of Professional Standards.
- XIII. Offender statistics and population composition, Tony Grange, Research Analyst
 - Grange presented population statistics for FY11 to date followed by a discussion of the Rider population statistics.
- XIV. Offender Placement, Shannon Cluney, Deputy Warden
 - Cluney provided information on how offenders are placed within a specific facility.
- XV. Director's report
 - ❖ Reinke briefed the Board on his presentation to the Associated Taxpayers of Idaho conference scheduled to be held December 1, 2010.
 - Reinke briefed the Board on the prison tour for legislators on January 11, 2011.
- XVI. Calendar year 2011 Board meetings
 - ❖ Meetings will be scheduled approximately 6 to 7 weeks apart for 2011.
- XVII. Media update
 - Jeff Ray briefed the Board on responses received relating to the Associated Press story.
- XVIII. Adjournment

Secretary Van Tassel motioned to adjourn the meeting. Seconded by Vice-Chair Nielsen. **Motion carried unanimously.** Meeting adjourned at 2:50 p.m.

Submitted by:		
Debi Jessen, Administrative Assistant	Date	
Approved by:		
Robin Sandy, Chair	Date	